

**New Shoreham Town Council Meeting
Town Hall, Old Town Road
Wednesday, April 6, 2011
7:00 p.m.**

Present: First Warden Kimberley H. Gaffett, Second Warden Raymond J. Torrey, Council members Richard P. Martin, Peter B. Baute and Kenneth C. Lacoste. Also present were Finance Director Amy Land, Town Manager Nancy Dodge and Deputy Town Clerk Millicent McGinnes for the recording of minutes.

First Warden Gaffett called the meeting to order at 7:01 p.m.

Public Hearing on proposed Town of New Shoreham FY12 Budget

Finance Director Land reported the following:

- Changes to the fee schedule made at the April 4, 2011 meeting have resulted in a \$7,450.00 increase to revenues under Other Town Clerk Licenses/Fees.
- There is an additional savings from the health insurance administration switch to the Trust. The total increase over this year's premiums is expected to be 3.9% (much lower than anticipated), creating an additional savings of \$8,500 over the figure noted at the last meeting.
- The health insurance savings will amount to just under \$10,000 for the school.
- There is about \$16,000 revenue to distribute.

Ms. Dodge stated that the Contingency line is underfunded.

First Warden Gaffett reported that at the joint meeting with the Sewer and Water Commission the Council voted not to charge the Commission for the billing services the Town provides for this year, as they need the Town's support while they reorganize.

Mr. Lacoste suggested supporting the school. From the audience, Bill Padien, Elizabeth Connor and Molly O'Neill also spoke in favor of supporting the school. Dr. Baute stated that he was concerned about the contingency fund and that they had already been very generous to the school. Discussion ensued.

Recreation Director Rob Closter stated that tractor attachment for maintenance at Heinz Field had been cut from the Capital budget and he would like to see it refunded.

Dr. Baute made a motion to fund the Contingency line with \$5,000 and allocate the rest to the school. Ms. Gaffett seconded the motion. The motion did not carry.

1 Ayes (Baute) 4 Nays (Gaffett, Lacoste, Torrey, Martin)

Mr. Lacoste made a motion to allocate \$1,900 to the Contingency line and \$14,100 to the School Support. Mr. Torrey seconded the motion and it carried.

4 Ayes (Gaffett, Lacoste, Torrey, Martin) 1 Nays (Baute)

Dr. Baute made a motion to close the public hearing. Mr. Martin seconded the motion and it carried.

5 Ayes (Gaffett, Lacoste, Torrey, Martin) 0 Nays

Act on adoption of Town of New Shoreham FY12 Budget to be forwarded to Financial Town Meeting for public action on May 2, 2011

Ms. Gaffett made a motion to adopt the FY12 budget to send to Financial Town Meeting for public vote. Mr. Lacoste seconded and it carried.

5 Ayes (Gaffett, Lacoste, Torrey, Martin) 0 Nays

Later in the evening, the Council thanked Finance Director Land and Town Manager Dodge for their hard work on the budget.

Act on recommendations of the Finance Director re:

Receive and act on Quarterly Municipal Deficits report March 31, 2011

Finance Director Land noted that the Quarterly Municipal Deficits Report will be addressed at the April 20, 2011 meeting.

Authorize closure of Cemetery Savings account

Authorize closure of RIHPHC North Light account

Ms. Gaffett made a motion to authorize the closure of cemetery savings account and the RIHPHC North Light account. Mr. Torrey seconded and the motion carried.

5 Ayes (Gaffett, Lacoste, Torrey, Martin) 0 Nays

Preliminary discussion of WCRPC energy audit and agreements

Mr. Torrey reported that the energy audit company Noresco, hired by the Washington County Regional Planning Council was to be let go and the second company in line is to be hired in their place, as all the communities were dissatisfied with Noresco's work.

Continuation of Town Manager evaluation

Deputy Clerk McGinnes left the meeting and the recording of minutes was taken over by First Warden Gaffett.

The continuation of the Town Manager evaluation from the February 9, 2011 meeting was postponed several times to April 6, 2011, for numerous reasons including illness, weariness, TC absences and scheduling conflicts.

At 8:00 p.m. on April 4, 2011 Kim Gaffett moved to go into closed session with Town Manager, Nancy Dodge for the purpose of finishing her 2010 performance evaluation. The motion was seconded by Peter Baute.

5 Ayes (Gaffett, Lacoste, Torrey, Martin) 0 Nays

A discussion between the Town Council members and Town Manager, Nancy Dodge, took place. The discussion focused primarily on the written evaluation presented to Nancy Dodge on February 8, 2011.

Goals of the Town Manager and Town Council members for 2011 were identified, discussed and appear below. They are not presented in a prioritized list, nor do all the goals represent unanimous support for completion in 2011 but rather are issues that need to be monitored and tracked for progress.

1. Resolution of the Old Harbor "triangle" of land is languishing in the legal system pending agreements between the Fillipis and Interstate Nav.
2. Completion of Municipal Codification by June 2011.
3. Completion of Old Harbor dock project by the beginning of the boating summer season.
4. Corn Neck Road repairs.
5. Amass emergency supplies on island in case of devastating natural disasters.
6. Keep the gremlins off us.
7. Work with Finance Director to review and prioritize ongoing and future capital project needs.
8. Proceed with design and funding search for repairs to the boat ramp in New Harbor.
9. Implement placement of bathroom facilities at Ball O'Brien park.
10. Finalize Town alarm set up re: procedures, coordination with State Fire Marshal, implementation of Town alarm ordinance.
11. Establish and conduct a process for Department Head (or employee?) evaluations and goal setting.

Discussion also took place about the need to establish a Personal Services agreement with the Town Manager.

Motion made to adjourn the closed session at 10:15 p.m. by Peter Baute, seconded by Dick Martin.

5 Ayes (Gaffett, Lacoste, Torrey, Martin) 0 Nays

In open session it was noted that no motions were made.

Peter Baute and Dick Martin moved and seconded to adjourn at 10:16.

5 Ayes (Gaffett, Lacoste, Torrey, Martin) 0 Nays

Millicent McGinnes
Deputy Town Clerk

Kim Gaffett
First Warden

Submitted: April 12, 2011

Approved: April 20, 2011